

IDAHO BARBER AND COSMETOLOGY SERVICES LICENSING BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 7/2/2018

BOARD MEMBERS PRESENT: Debra J Thompson - Chair
Merrilyn Cleland
Geneal Thompson
Thomas E Grimsman
K Ryan Nave
Wendy S Rucker
Lindy High

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Julie Eavenson, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Roger Hales, Legal Counsel
Joan Callahan, Legal Counsel
Allegra Earl, Technical Records Specialist I
Jennifer Carr, Technical Records Specialist I

OTHERS PRESENT: Lou Starita, Lisa Johnston, Leticia Kendra,
James Lancaster, Nancy Von, Kris Ellis,
Nellie Price, Allison Price, Tyler Price,
Tina Langdon

The meeting was called to order at 8:30 AM MDT by Tana Cory.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. The deadline to submit legislative ideas to the Governor's Office is July 13, 2018 and the deadline to submit proposed law and rule changes to the Governor's Office is August 17, 2018 for the 2019 Legislative Session.

INTERIM COMMITTEE: OCCUPATIONAL LICENSING & CERTIFICATION LAWS COMMITTEE

Ms. Cory said that the Executive Order report was submitted to the Governor and Lt. Governor prior to July 1 and it has been linked on the Board's main webpage. Ms. Cory updated the Board on the legislative interim committee on occupational licensing and certification laws. The Occupational Licensing & Certification Laws Committee met on June 22. Ms. Cory was invited to present on the process and executive order reports for the Boards served by the Bureau. It also heard from Greg Wilson, chief of staff to Lieutenant Governor Little; Albert Downs, policy specialist for the National Conference of State Legislatures; and Patrick Grace, regional manager for the Division of Building Safety.

In her presentation before the Committee, Ms. Cory noted that 29 of the 30 Boards served by the Bureau had submitted their reports. As of today, all reports were submitted before the July 1 deadline and each Board's report has been posted to its website.

Comments by the Committee included that its efforts appeared to be on a parallel track with those of the executive order, and committee members outlined a framework where each of them would take a few reports to review with members of the Boards who wrote them. The co-chairs encouraged legislators on the committee to volunteer to review reports where they felt like they had a connection to the occupation or had constituents who serve on the Board.

The Committee set its next meeting for Tuesday, August 7.

CONTRACT FY2019

Ms. Hall presented the FY 2019 contract to the members of the Board. Ms. Cleland made a motion to approve the contract once the cost services have been added and reviewed by Board Chair. It was seconded by Mr. Grimsman. Motion carried

OPEN MEETING LAW

Mr. Hales reviewed HB611 that made changes to the open meeting law regarding meeting notices and agendas. Changes effective July 1, 2018 included: notices and agendas must be posted online if the agency has an online presence; identification of all "action items" must be noted on the agenda; and final action may not be taken on an agenda item added after the start of the meeting unless an emergency is declared.

NEW BUSINESS

The Board reviewed the To Do List and no action was taken.

BOARD ELECTIONS

Ms. Cleland made a motion to elect Debra Thompson as Board Chair and Thomas Grimsman as Vice-Chair. It was seconded by Ms. High. Motion carried.

TEMPORARY/PROPOSED RULES

Ms. Callahan reviewed the temporary rules with the Board. The Board discussed the comments received from school owners regarding the temporary rules.

Ms. G. Thompson left the meeting at 10:45 AM.

Mr. Nave made a motion to accept Option 3 for the fees. It was seconded by Ms. Rucker. Motion carried.

Ms. Cleland made a motion to accept the temporary rules, with the changes as discussed, and to post them to the web. It was seconded by Mr. Nave. Motion carried.

There was some discussion about sending a postcard and asking for comment.

PROPOSED LEGISLATION

Ms. Cory reminded the Board that the deadline to submit proposed a legislative idea is July 13, 2018.

Ms. High made a motion to submit legislative ideas to the Governor's Office to: (1) bring back the Board's trailer bill from last year that would expressly include eyelash extensions in the scope of practice for cosmetologists and estheticians; and (2) create a hair design license. It was seconded by Mr. Grimsman. Motion carried.

ADOPT ABBREVIATIONS FOR THERMAL STYLING AND MAKEUP ARTIST

Ms. Cleland made a motion to accept the abbreviations of TS for Thermal Styling and MA for Makeup Artists. It was seconded by Mr. Grimsman. Motion carried.

REVIEW INSPECTION FORMS

Ms. Peel reviewed the proposed fines with the Board.

Ms. Cleland made a motion to direct investigative staff to consider these proposed fines when preparing documents for Board review. It was seconded by Mr. Nave. Motion carried.

Ms. Peel asked how long the Board wanted to give the licensees to pay their fines. After some discussion, the Board directed Ms. Peel to give them six months.

Ms. Peel presented the updated inspection forms to the Board members.

Mr. Grimsman made a motion to direct Ms. Peel to implement the new inspection forms. It was seconded by Ms. High. Motion carried.

Ms. Cleland made a motion to post the inspection forms to the website. It was seconded by Mr. Grimsman. Motion carried.

DISTRIBUTION OF SAFETY AND DISINFECTION RULES

The Board reviewed the updated safety and disinfection rules card.

Mr. Nave made a motion to accept the updated the disinfection cards and to mail the cards to all licensed shops. It was seconded by Ms. Cleland. Motion carried.

Ms. Cleland made a motion to have a letter to licensees drafted by Bureau staff regarding the work done by the Board on the new laws and rules, and on the update to the safety and disinfection cards. The staff is to have the letter reviewed by the Board Chair and the public member before it is sent. It was seconded by Mr. Nave. Motion carried.

REVIEW DRAFT APPLICATIONS AND PROCESS

Ms. Hall reviewed the draft applications with the Board.

Mr. Grimsman made a motion to accept the draft applications and school transcripts with corrections and post them to the website. It was seconded by Ms. Cleland. Motion carried.

DL ROOPE CONTRACT FY 2019

The Board reviewed the DL Roope contract for fiscal year 2019.

The Board discussed allowing early testing. Mr. Starita, Paul Mitchell Schools of Boise and Nampa, asked the Board to continue to allow the early testing. Mr. T. Price, Austin Kade Academy, said that early testing has allowed students to get licensed sooner and to get to work faster.

Ms. Rucker made a motion to approve the contract with updates and review by Board Chair, and to allow testing when a student completes 90 percent of instruction. It was seconded by Mr. Nave. Motion carried.

PROCESS QUESTIONS

Ms. Earl asked how long the Board would accept the old application forms and fees. The Board determined that after 30 days it would no longer accept the old forms and fees, and that as of August 2 it would require all applicants to use the new forms and pay the new fees.

Ms. Earl asked the Board if it would accept the training documents from schools sent in emails. The Board said it would accept them emailed.

Ms. Earl asked if the Board was going to continue to allow the Board Chair or Vice-Chair to review applications with felonies or discipline if it has previously been reviewed by the Board on a prior application. The Board members said they would like this to continue.

Ms. High made a motion to allow the Bureau to issue routine licenses as has been done by previous Boards. It was seconded by Ms. Cleland. Motion carried.

Ms. Hall asked the Board if the makeup artist's certificate is to be issued like a permit or a license. After some discussion the Board would like it to be a small card like a license.

NATIONAL ASSOCIATION OF BARBER BOARDS NATIONAL (NABBA) ANNUAL CONFERENCE

A motion was made by Ms. Cleland to have the Board approve travel expenses for Board Members to attend the National Association of Barber Boards (NABBA) in Kansas City, Missouri, and to cover all expenses including hotel, meals and shuttle. It was seconded by Mr. Nave. Motion carried.

NATIONAL-INTERSTATE COUNSEL OF STATE BOARDS OF COSMETOLOGY (NIC) ANNUAL CONFERENCE

A motion was made by Ms. Cleland to have the Board approve all travel expenses for

the National-Interstate Counsel of State Boards of Cosmetology (NIC) in Seattle, Washington for any Board Members and staff to attend as determined by the Board Chair. It was seconded by Mr. Grimsman. Motion carried.

NIC MEMBERSHIP DUES

Ms. Cleland made a motion to pay the membership dues to NIC. It was seconded by Ms. Rucker. Motion carried.

PUBLIC COMMENT

Ms. A. Price, Austin Kade Academy, asked a question about those students who are currently in school with a 2000 hour contract and if the school is required to allow those students to graduate at 1600 hours.

The Board said that issue is between the school and the student.

CORRESPONDENCE

The Board reviewed a request from Mr. T. Price to address the Board regarding apprenticeships for barbering. Mr. Price discussed adding an apprenticeship program for Barbers to the law.

The Board asked that he keep them updated so that there was no conflict with current law and rule.

Ms. Cory reviewed the letter from Idaho Health Care Association (IHCA) about drafting a bill that would allow employees and volunteers to provide hair and nail services to persons in nursing homes. The Board directed Ms. Cory to notify IHCA that it had no objections to this idea, and to update the Board on their progress.

APPLICATIONS

Ms. Cleland made a motion to have Megan Garcia take the full examination, and to issue a license once the examination has been successfully passed. It was seconded by Ms. Rucker. Motion carried.

APPLICATION FOR RECONSIDERATION

Ms. Cleland made a motion to grant the reconsideration request from Phong Huynh and issue a license. It was seconded by Ms. Cleland. Motion carried.

CURRICULUM REVIEW

Ms. Cleland made a motion to accept the changes to curriculum and catalog requests from Austin Kade Academy; Aveda Institute Boise and Twin Falls; Boise Barber College; Cosmetology School of Arts & Sciences; Evans Hairstyling College; Headmasters School of Hair Design; Mr. Leon's School of Hair Design Lewiston and Moscow; Paul Mitchell Schools of Boise, Nampa and Rexburg; Salon Professional Academy; Toni & Guy Hairdressing Academy; and Urban 113 School of Cosmetology. It was seconded by Ms. Rucker. Motion carried.

APPRENTICESHIP

Ms. Cleland made a motion to accept the apprenticeship application for Lisa Park. It was seconded by Mr. Grimsman. Motion carried.

NEXT MEETING dates were set for October 1, 2018 at 8:30 AM MDT
February 4, 2019 at 8:30 AM MST
June 3, 2019 at 8:30 AM MDT
October 7, 2019 at 8:30 AM MDT

Ms. Cleland made a motion to have face-to-face meetings every 4 months starting at 8:30 am. It was seconded by Ms. Rucker. Motion carried.

ADJOURNMENT

Mr. Grimsman made a motion to adjourn the meeting at 1:31 PM MDT. It was seconded by Mr. Nave. Motion carried.

Debra J Thompson, Chair

Merrilyn Cleland

Geneal Thompson

Thomas E Grimsman

K Ryan Nave

Wendy S Rucker

Lindy High

Tana Cory, Bureau Chief